Air Force Security Assistance Ce

War-winning Capabilities…On Time, On Cost

Logistics Applications – Online Requisitioning (A01 & Mass) Tutorial

555 ISPTS (AFSAC Schoolhouse)

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DSN 986-1162

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Description
Online Requisitioning

- **Two ways to do Online Requisitioning**
  - A01 Requisitioning
  - Mass Online Requisitioning (file upload)

- **Tools provide basic Online Requisitioning functions over the web to USAF and International Partners around the world**

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AFSAC Online Home Page
https://afsac.wpafb.af.mil

AFSAC Online Links
- Home
- What's New
- System Requirements
- FAQ's
- Security
- Feedback
- Tech Support
- Apply for AFSAC Online and/or SAMIS Account
- Change Password
- Security Cooperation Information Portal (SCIP) Web Site **Password Required**
- Apply for SCIP Portal Account

Application Links
- Tutorials
- Applications Suite
- Supply Application
- Letter of Request (LOR)
- Logistics Applications

The AFSAC Online tools are accessed through the AFSAC Online website using any Internet connection.

   --DSL or high-speed internet connection recommended

   --Click here to apply for AFSAC Online account

(Use the navigation links on the left to access the business applications)

We currently offer a range of Business Applications to provide our customers visibility into their country programs.

The Application Suite is a re-host of the most commonly used SAMIS queries such as: Requisition History, Catalog Data, Contract Data and Narrative.

AFSAC Online
Feedback/Technical Assistance

Use the "Feedback" link to document questions/comments about AFSAC Online tools.

For "Technical Assistance" (connectivity issues) with the AFSAC Online tools contact AFSAC Technical Support.

Online Requisitioning Tool – Entering and Submitting an A01 Requisition(s)
Tutorial

Use this Tutorial, to learn "How To" use the Online Requisitioning tool.

AFSAC Online – Online Requisitioning Tool

The **Online Requisitioning** Tool is accessed through the Logistics Applications link in AFSAC Online.

Selecting

Apply for SCIP Portal Account ▶	• Business applica...
Application Links	*(Use the navigation business applicatio...*
Applications Suite	
Supply Application	We currently offer a ... ...grams.
Letter of Request (LOR) ▶	The Application Suite is a re-host of the most commonly used SAMIS queries such as: Requisition History, Catalog Data, Con...
Logistics Applications	Open Document Number Query
Financial Applications	
WWRS	Online Requisitioning
PROSII Program Information	FMS Repair Replace Cross Ref List
Tech Order Index	Daily NMCS Report
PROS II Metrics	Open Requisition Status
AFSAC Metrics ▶	
Supply Discrepancy Reporting(SDR) ▶	
Financial Tool	
Application Usage Report	
Tutorials ▶	
Other AFSAC Links	
SAMIS MIAP Access	

...mber of ...ial Applications as well as Worldwide Warehouse Applications (WWRS), Te... ...air Orde...l Monthly Metrics, Letter of Request (LOR) Submission/ Validation and AFS...

...riving to develop new tools for our customers. Look for account automation features such as automated p... AFSAC Online Metrics in upcoming months.

Access our business applications directly from our navigation menu on the left side of all our pages.

• New Tutorials

A link has been added to our menu to access tutorials for our Business Applications. These tutorials are PowerPoint Presenta... walk you through each of our various business applications.

• WEBLINK International Access

...WebLINK International is a web-based service provided by the Defense Logistics Information Service. It provides one-stop ...

AFSAC Online Login – Online Requisitioning Tool

Connect to afsac2.wpafb.af.mil

proddad

User name:

Password:

OK   Cancel

1. **Use your AFSAC Online ID and Password to access the Online Requisitioning Tool.**

2. **Then click "OK" button.**

AFSAC Online –
Online Requisitioning Tool

| Home | What's New | Security | Feedback | Help |

AFSAC Online

Air Force Security Assistance Center
Wright Patterson AFB, Ohio 45433

Supporting
Worldwide
Partnerships

AFSAC Online Links
- Home
- What's New
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- Change Password
- Forgot Password
- Security Cooperation Information Portal (SCIP) Web Site
  Password Required
- Apply for SCIP Portal Account ▶

Application Links
- Applications Suite
- Supply Application
- Letter of Request (LOR) ▶

Air Force Web Requisitioning

Select single requisition input or Mass drop.

A01 Requisition Input

Mass Requisition Input

Best viewed with Internet Expl...
6.2.1 an...

Click on the "A01 Requisition Input" link to begin entering A01 requisitions.

8

A01 Requisition Input Screen

A01 Requisition Input

Transaction Date - 14Dec2006

Mandatory Fields*

Routing ID *	FNH	Stock Number *	
Unit of Issue *	EA	Quantity *	00001
Doc No *	D 2 3 6348	Demand	
Supp Address *	D A	Line *	
Project Code		Priority *	06
RDD/NMCS		Advice	
Process	D	Spooled	N
Unit Price $		ByPass Code	

Add to Cart | View Cart

When the "A01 Requisition Input" screen appears, first fill-in each of the data fields for your requisition.

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A01 Requisition Input Screen

A01 Requisition Input

Transaction Date - 14Dec2006

Mandatory Fields*

Routing ID *	FNH	**Stock Number** *	
Unit of Issue *	EA	**Quantity** *	00001
Doc No *	D 2 ▼ 3 ▼ 6348	**Demand**	▼
Supp Address *	D ▼ A	**Line** *	
Project Code		**Priority** *	06 ▼
RDD/NMCS		**Advice**	▼
Process	D ▼	**Spooled**	N ▼
Unit Price $		**ByPass Code**	▼

Add to Cart **View Cart**

Larry Hutson has

Then, click the "Add to Cart" button, only after all your required data has been entered for your A01 requisition.

10

A01 Requisition Input Screen

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Date - 14Dec2006

Mandatory Fields*

Routing ID *	FNH	**Stock Number ***	
Unit of Issue *	EA	**Quantity ***	00001
Doc No *	D 2 3 \n 6348	**Demand**	
Supp Address *	D A	**Line ***	
Project Code		**Priority ***	06
RDD/NMCS		Advice	
Process	D	**Spooled**	N
Unit Price $		**ByPass Code**	

Add to Cart View Cart

Those data elements with an asterisk (*) after their name are "Mandatory Fields" and at a minimum must be entered to complete the A01 requisition input.

A01 Requisition Input Screen

A01 Requisition Input

Transaction Date - 14Dec2006   Mandatory Fields*

		Stock Number *	
Routing ID *	FNH		
Unit of Issue *	EA	Quantity *	00001
Doc No *	D ⬚ ⬚ 2 ▾ 3 ▾ 6348 ⬚	Demand	▾

The next few screens are going to describe the data fields.

Routing ID (RIC) – This is a 3-digit mandatory data field that represents the Source of Supply (SoS) who will fill the A01 requisition. If you enter FNH, SAMIS will change it to the correct RIC during the night batch process.

A01 Requisition Input – Routing ID

AFSAC Online Home | Business Applications | Feedback | Help

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40.inet001a_info.mg...

File   Edit   View   Favorites   Tools   Help

ndatory Fields*

Routing Identifier Code (Manager Submitted)

A 3 position code that identifies a specific supply and distribution source to its military service or government ownership and geographic location. "FNH" or "FWW" can be used for automatic routing or select the appropriate RIC, as well as the applicable Routing Media Process code, for manual routing to a source of supply.

RIC	Location
FNH	SAMIS
FWW	WORLD WIDE WAREHOUSE
AKZ	US ARMY TANK-AUTOMOTIVE CMD WARREN, MI 48397-5000
	NEW CUMBERLAND,

Routing ID *   FNH

Unit of Issue *   EA

Doc No *   D   6348

Supp Address *   D   A

Project Code

RDD/NMCS

Process   D

Unit Price S

By clicking on the name of each data element, you can look at a help screen pertaining to that data field.

Internet

13

A01 Requisition Input – Stock Number

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40...

File Edit View Favorites Tools Help

Stock Number

Also referred to as the National Stock Number (NSN). A 13 or 15 position number assigned to each item of supply under the Federal Catalog. System. It consist of the 4 position Federal Supply Class (FSC) and the 9 position National Item Identification Number (NIIN). The Stock Numbers managed by the USAF can also include a 2 position Material Management Code (MMC).

Done   Internet

...ition Input

...n Date - 14Dec2006   Mandatory Fields*

Stock Number *	
Quantity *	00001
Demand	
Line *	
Priority *	06
Advice	
Spooled	N
ByP...	

View C...

Larry Hutson has **0** requisitions in t...

Stock number is made up of 3 parts; FSC, NIIN, and MMC. Not all Stock numbers will have a MMC, but should have a FSC and NIIN.

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A01 Requisition Input – Unit of Issue

Mandatory Fields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D 6348
Supp Address *	D A
Project Code	
RDD/NMCS	
Process	D
Unit Price $	

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40...

File   Edit   View   Favorites   Tools   Help

UNIT of ISSUE

A 2 position code identifying the type of unit under which the material is issued. The code must be applicable, according to the Federal Cataloging System, to the NSN entered in the Stock Number field.

AM	Ampoule
AT	Assortment
AY	Assembly
BA	Ball
BD	Bundle
BE	Bale

Done

Larry Hutson has **0** requisitions in the

Unit of Issue is a 2 digit code which indicates the measure of each unit. The most common unit is EA for each.

IMPORTANT: Make sure you know the unit of issue, so you receive the correct quantity desired.

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A01 Requisition Input – Quantity

A01 Requisition Input

Date - 14Dec2006   Mandatory Fields*

Quantity

A 5 position numeric indicating the specific number of units required of the NSN entered in the Stock Number field.

Stock Number *	
Quantity *	00001
Demand	
Line *	
Priority *	06

Process   D

Unit Price $

Add to Cart View

Quantity of items received will depend on the "Unit of Issue" and by the "Quantity". Maximum quantity is 99,999.

Larry Hutson has 0 requisitions i

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A01 Requisition Input – Document Number

A01 Requisiti

Transaction I   Fields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D 2 3 6348
Supp Address *	D A
Project Code	
RDD/NMCS	
Process	D

Document Number

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40.i...

File Edit View Favorites Tools Help

A unique 14 position identification number assigned to a requisition. All subsequent correspondence and update transactions pertaining to the requisition will contain this number. The document number is composed of:

Position	What it is
1	US Military Service Code, always "D" for USAF managed requisitions.
2-3	Country Code, identifies the country initiating the requisition.
4	Mark For Code, designates the in-country address for shipment of material.
5	Delivery Term Code (DTC), designates the point in the transportation cycle where responsibility for

Done   Internet

itions in the Shopping Cart

The first position of the Document number is always a "D" for Air Force and cannot be changed.

The date field is also filled in for you. In this example, 6348 means Julian day 348 in 2006.

A01 Requisition Input – Demand Code

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Date - 14Dec2006

Mandatory Fields*

DEMAND CODE

Indicates to the source of supply if the order is...

| N | Non-Recurring |
| R | Recurring |

in terms of occurrences and quantities. Can also be (blank).

Stock Number *	
Quantity *	00001
Demand	▼
Line *	
Priority	
Advice	
Spooled	
ByPass	

View Cart

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40...

File Edit View Favorites Tools Help

Done   Internet

If this item will be requisitioned again in the future, select an "R" for a recurring demand.

The "Demand" is many times left blank.

The pull-down arrow allows you to select the valid entries.

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A01 Requisition Input – Supplementary Address

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Da[...]   ields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D ___ ___ 2 3 / 6348 ___
Supp Address *	D A ___ ___
Project Code	
RDD/NMCS	
Process	D

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40...

File   Edit   View   Favorites   Tools   Help

Supp Address

6 position composite code

FMS Country Service Code (position 1)

D	Air Force
B	Army
P	Navy
T	Other Agency

Offer Release Code (position 2)

Advises shippers of actions required when material is ready for release.

Done   Internet

> **The "Supp Address" is used to provide an alternate address for shipping.**

Larry Hutson has **0** requisitions in the Shopping Cart

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A01 Requisition Input – Line Number

A01 Requisition Input – Project Code

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Mandatory Fields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D 6348
Supp Address *	D A
Project Code	
RDD/NMCS	
Process	D
Unit Price $	

https://afsac2.wpafb.af.mil/apps/proddad/we...

File   Edit   View   Favorites   Tools   »

Project Code

3 position code assigned by the USG to uniquely identify a specific program or project. Normally only assigned to System Sale cases.

Done

Larry Hutson has **0** requ

The project code indicates a specific project being supported.

If no project is assigned, leave blank.

AFSAC

A01 Requisition Input – Priority Code

A01 Requisition Input

Transaction Date - 14Dec2006   Mandatory Fields*

https://afsac2.wpafb.af.mil/apps/proddad/...

File   Edit   View   Favorites   Tools

Priority Code

2 position code indicating the urgency of need of the material being requisitioned. The codes range from 02-15 and are based on the Force/Activity Designator assigned by the USG to each FMS country.

Done   Internet

Field	Value
Stock Number *	
Quantity *	00001
Demand	
Line *	
Priority *	06
Advice	
Spooled	
ByPass Code	

Add to Cart View Cart

Larry Hutson has **0** requisitions in the Shoppin[...]

Priority is assigned by the International Partner and the USG.

Priority helps determine how a requisition will be handled a the Source of Supply.

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A01 Requisition Input – RDD/NMCS

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40...

File   Edit   View   Favorites   Tools   Help

RDD/NMCS

RDDs are used to indicate the maximum time before the material must be available for shipment or that delivery of the material is required in a shorter timeframe than dictated by the priority designator. The valid RDD codes are A01 thru A99

NMCS Codes are used in place of the RDD to indicate a system or equipment that can't perform its mission and can't be made operational until the requisitioned item is available. The valid NMCS codes are NAA, NAC, NAD, NAE, NAF, NAG, NAH, NAJ, NAM, NAO, NAZ and 777.

Mandatory Fields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D / 6348
Supp Address *	D A
Project Code	
RDD/NMCS	
Process	D
Unit Price $	

Done   Internet

Larry Hut

NAA code is most commonly used to indicate Not Mission Capable Supply (NMCS) or Aircraft On Ground (AOG).

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A01 Requisition Input – Advice Code

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Date - 14Dec2006

Mandatory Fields*

Advice Code

2 position code for transmitting instructions to the source of supply considered by the creator of the requisition to be essential to the desired supply action.

Stock Number *		
Quantity *	00001
Demand	
Line *	
Priority *	06
Advice	
Spooled	N
ByPass Code	

Add to Cart Vic

Use the pull-down arrow to select the valid Advice Code.

Larry Hutson has 0 requisitions in the Shopping Cart

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A01 Requisition Input – Process

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Mandatory Fields*

Routing ID *	FNH
Unit of Issue *	EA ▾
Doc No *	D 6348
Supp Address *	D ▾ A
Project Code	
RDD/NMCS	
Process	D ▾
Unit Price $	

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40.inet001a_info...

File Edit View Favorites Tools Help

Routing Media Process Code

	1 position code that provides managers flexibility in specifying the type of routing, initial reporting and forwarding action that is desired on a requisition.
A	Routing ID assigned by SAMIS. Referral order is forwarded. Referral order listing is provided.
B	Routing ID assigned by SAMIS. Referral or passing order is forwarded. No status is forwarded. No referral order listing is provided.
C	Routing ID assigned by AFSAC. No referral or passing order is forwarded. No status is forwarded. No referral

Done — Internet

hopping Cart

Use the pull-down arrow to select the valid Process code. Quite often this is left blank.

A01 Requisition Input – Spooled

A01 Requisition Input

https://afsac2.wpafb.af.mil/apps/prodda...

File Edit View Favorites Too »

Spooled

An indicator, used on requisitions for munitions or CAD/PAD items, to hold or release the order to the source of supply. If spooled the requisition is not released until the next semi-annual buy. If spooling isn't selected the requisition is released immediately to the source of supply.

Done   Internet

on Date - 14Dec2006   Mandatory Fields*

Stock Number *

Quantity *   00001

Demand

Line *

Priority

Advice

Use the pull-down arrow to select the valid Spooled code.

Spooled   N

ByPass Code

Add to Cart View Cart

Larry Hutson has 0 requisitions in the Shopping Cart

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AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Date - 14Dec2006

Mandatory Fields*

Routing ID *	FNH
Unit of Issue *	EA
Doc No *	D
	6348
Supp Address *	D A
Project Code	
RDD/NMCS	
Process	D
Unit Price $	

https://afsac2.wpafb.af.mil/apps/prod...

File   Edit   View   Favorites

Unit Price

Used by managers to override the SAMIS catalog price of the item being requisitioned. If blank the catalog price or default price is used to calculate the extend price of the requisition. Must be entered as dollars and cents without a decimal point

Internet

Can be left blank.

Larry Hutson has **0** requisitions in the Shopping Cart

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A01 Requisition Input – Bypass Code

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Date - 14Dec2006   Mandatory Fields*

Bypass Code

One (1) position code used by managers to bypass selected standard and/or unique edits.

Type Case	Bypass Code	Error Code	Description
ALL	A	H099	(1)Document date must be equal to or less than today's date, but not over two years old. Not available for A02 requisitions.
		H037	(2)Condition code on case/line item is invalid. The line does not

Stock Number *

Quantity *   00001

Demand

Line *

Priority

Advice

Spooled   N

ByPass Code

Use the pull-down arrow to select the valid By-Pass Code.

View Cart

Larry Hutson has 0 requisitions in the Shopping Cart

A01 Requisition Input – Add to Cart

At a minimum, the data fields with asterisks have to be filled in.

A01 Req...

Transaction Date – 14Dec2000

Mandatory Fields*

Routing ID *	FNH	Stock Number *	
Unit of Issue *	EA	Quantity *	00001
Doc No *	D 2 3 6348	Demand	
Supp Address *	D A	Line *	
Project Code		Priority *	06
RDD/NMCS		Advice	
Process	D	Spooled	N
Unit Price $		ByPass Code	

Add to Cart View Cart

Larry Hutson has **0** requisitions in the Shopping Cart

After the data fields are filled-in, click on the "Add to Cart" button.

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A01 Requisition Input – Add to Cart Confirmation

A01 Requisition was added to SHOPPING CART.

Access the SHOPPING CART to submit your requisitions.

Please press the "Back" on your browser or one of the links below.

A01 Input

Shopping Cart

Home

This screen confirms your requisition was added to the Shopping Cart.

You ordered 1 @ $15,526.33 each
For a TOTAL PRICE of $15,526.33

The MMC you entered () was updated to the current MMC in the SAMIS catalog ()

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Date - 18 Dec 2006

Mandatory Fields*

Routing ID *	FWW	Stock Number *	5895	012668711
Unit of Issue *	EA	Quantity *	00001	

A01 Requisition Input – Count in Cart

AFSAC Online Home | Business Applications | Feedback | Help

A01 Requisition Input

Transaction Date - 18Dec2006

Mandatory Fields*

Routing ID *	FNH	Stock Number *	
Unit of Issue *	EA		
Doc No *	D 2		
	6352		
Supp Address *	D A	Line *	
Project Code		Priority *	06
RDD/NMCS		Advice	
Process	D	Spooled	
Unit Price $		ByPass Co	

Add to Cart View Cart

You can enter many A01 requisitions in to the Shopping Cart and then go and Submit All of them at once.

Indicates how many requisitions are in Shopping Cart.

Larry Hutson has **1** requisitions in the Shopping Cart
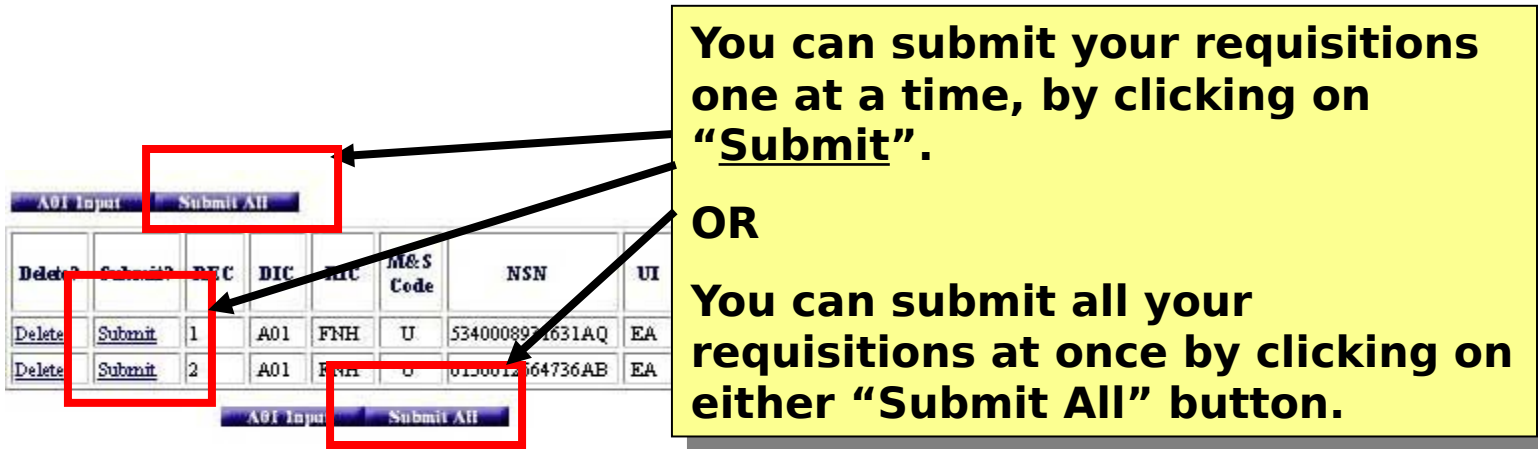
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A01 Requisition Input – Shopping Cart List Submission

You can submit your requisitions one at a time, by clicking on "<u>Submit</u>".

OR

You can submit all your requisitions at once by clicking on either "Submit All" button.

NOTE: After you submit a requisition, it will go into the queue in SAMIS for night batch processing. Further editing of the requisition can only be accomplished in SAMIS.

A01 Requisition Input – Shopping Cart List Deletion

Delete?	Submit?	REC	DIC	RIC	M&S Code	NSN	UI	QUAN	DOC NUMBER	DEM CODE	SUPP ADDR	SIG CODE	DIST CODE	LINE ITEM	PROJ CODE	PRI	RDD/ NMCS	ADV	TRAN DAY	BY CO
Delete	Submit	1	A01	FNH	U	5340008931631AQ	EA	00001	D 05V63527600		DA4KEQ	L	N	01		03	NAA		352	
Delete	Submit	2	A01	FNH	U	6150012564736AB	EA	00001	D 05V63527601		DA4KEQ	L	N	01		03	NAA		352	

AFSAC Online Home | Business Applications | Feedback | Help

If you no longer wish to submit a requisition, you can delete it by clicking on "Delete"

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A01 Requisition Input – Delete Requisition

Do you wish to delete Document Number D   05V63527600 from SHOPPING CART?

Yes   No

You will be asked to confirm your request for deletion.

Online Requisitioning Tool – Entering and Submitting Mass Requisition(s)
Tutorial

Use this Tutorial, to learn "How To" use the Online Requisitioning tool for uploading mass requisitions.

AFSAC Online –
Online Requisitioning Tool

The **Online Requisitioning** Tool is accessed through the Logistics Applications link in AFSAC Online.

Selecting

AFSAC Online –
Online Requisitioning Tool

AFSAC Online

Home | What's New | Security | Feedback | Help

Air Force Security Assistance Center
Wright Patterson AFB, Ohio 45433

Supporting Worldwide Partnerships

AFSAC Online Links
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- System Requirements
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- Apply for AFSAC Online and/or SAMIS Account
- Change Password
- Forgot Password
- Security Cooperation Information Portal (SCIP) Web Site **Password Required**
- Apply for SCIP Portal Account

Application Links
- Applications Suite
- Supply Application
- Letter of Request (LOR)

Air Force Web Requisitioning

Select single requisition input or Mass drop.

A01 Requisition Input

Mass Requisition Input

Best viewed with Internet Explorer 5.5 and greater or Netscape 6.2.1 an...

Click on the "Mass Requisition Input" link to begin entering A01, A02, and A04 requisitions.

Note: A05 requisitions can not be currently entered using the Online Requisitioning Tool.

Mass Requisition Input

1. Enter the file name of the mass upload file or search for the file by clicking on the "Browse" button.

2. Click the "Upload File" button.

Note: Make sure your requisitions are in the proper 80 column MILSTRIP format and saved as a text file or an Excel ".prn" (space delimited format) file.

Mass Requisition Input

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40.mass_req - Microsoft Internet Explorer provided by USAF

File   Edit   View   Favorites   Tools

Back

Address   https://afsac2.wpafb.af.mil/a

A01 Requisition Format - Microsoft Internet Explorer provided by USAF

File   Edit   View   Favorites   Tools   Help

Print Window   Close Window

A02 Requisition Format

1-3		Document Identifier (Doc ID)
4-6		Routing Identifier (RID)
7		Media and Status Code
8-22		Item Identification
	8-12	Federal Supply Code for Manufactures (FSCM)
	13-22	Manufactures Part Number (P/N)
23-24		Unit of Issue (U/I)
25-29		Quantity (Qty)
30-43		Document Number
	30	Service Code
	31-32	Geopolitical (Country) Code
	33	Mark For Code
	34	Delivery Term Code
	35	Type Assistance (TA) Code
	36-39	Document Date
	40-43	Serial Number (4 numerics between 0001- ...)

This process allows the user to ...
transmitted directly to SAMIS. T...
for a particular country. Within ...
then correct the rejected requisi...
the Open Document Number Que...

1. Ensure your requisitions are ...
sample requisition formats. **A01**

2. Upload the file by clicking th...

A02 Requisition Format for mass upload file example page 1.

A01 and A04 Example Requisition Format for mass upload files are also available.

Trusted sites

Internet

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Mass Requisition Input

UNCLASSIFIED — Thu, 21-Dec-2006 12:25 PM L

https://afsac2.wpafb.af.mil/apps/proddad/web_user_40.mass_req - Microsoft Internet Explorer provided by USAF

A01 Requisition Format - Microsoft Internet Explorer provided by USAF

Position	Subfield	Field
25-29		Quantity (Qty)
30-43		Document Number
	30	Service Code
	31-32	Geopolitical (Country) Code
	33	Mark For Code
	34	Delivery Term Code
	35	Type Assistance (TA) Code
	36-39	Document Date
	40-43	Serial Number (4 numerics between 0001-4999) Do not duplicate
44		Demand Code
45-47		Supplemental Address
	45	In-Country Service Code
	46	Option/Offer Release Code
	47	Freight Forwarder (FF) Code
48-50		Case Designator
51		Signal Code
52-53		Fund Code
54		Distribution Code
55-56		Line Item Number Code
57-59		Project Code

This process allows the user to ... transmitted directly to SAMIS. ... for a particular country. Within a ... then correct the rejected requisi... the Open Document Number Que...

1. Ensure your requisitions are ... sample requisition formats. A01 ...

2. Upload the file by clicking th...

...ubmit ...u can ...y using

...for

...te (RDD)

...) Number

A02 Requisition Format for mass upload file example page 2.

Done — Internet

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Practice

Now it is your turn:

- If you have some requisitions that need to be entered into the system, then use your own AFSAC Online user ID and password, and enter your requisitions using the A01 Requisition Input tool.